



Police Department

Part Time School Resource Officer at Arise Academy

August 1, 2023

Open until filled and approved by Civil Service Commission

Dear Applicant,

On behalf of the City of Fairmont, thank you for your interest in our police department. We are proud of the service we provide our Fairmont residents and we are looking forward to immediately hiring one new part-time school resource officer to help with that mission. We work in a beautiful southern Minnesota community that is very pro-law enforcement and supportive of the service we provide. Candidates must be currently licensed, eligible to be licensed, eligible for out of state or military reciprocity, or a soon to graduate law enforcement student who anticipates taking the Minnesota POST Test in the near future.

Closing Date: Open until filled. We will continue to accept applications until the position is filled. You may submit a cover letter and resume with your application materials. Any documentation of Veterans Preference Points must be included with your completed application materials. Completed application materials may be mailed to Tegan Quade, Fairmont Police Department, 201 Lake Ave Suite 199, Fairmont, MN 56031 or emailed to tquade@fairmont.org.

Initial Interview: Candidates who submit completed application materials will be invited to an initial interview. There is no need to have your application witnessed on page six or notarized on page seven. This initial interview will account for 40% percent of your overall testing score. Any applicable Vets Preference Points (10 or 15) will be applied at this time. We can accommodate out of the area applicants with a ZOOM interview.

Final Interview: Applicants may be invited back for a final interview at a later date. This part of the process will account for 60% of your overall testing score. We can accommodate out of the area applicants with a ZOOM interview.

Background Investigations: The top candidate(s) will undergo a thorough background investigation. Once completed, a conditional hiring recommendation will be made to the Police Civil Service Commission.

Physical Agility Test: The final candidate will also undergo a simple physical agility test to be scheduled during the background phase of the process. The physical agility test consists of a brief, untimed obstacle course that is graded as pass or fail.

Psychological and Medical Evaluations: A conditional employment offer will be made to candidates to fill vacancies dependent upon the satisfactory completion of a pre-employment physical and psychological evaluation.

Thank you again for your interest in the Fairmont Police Department and we look forward to meeting you.

Respectfully,

A handwritten signature in black ink, appearing to read 'MH', with a long horizontal line extending to the right.

Michael Hunter V37
Chief of Police
Fairmont Police Department
Fair, Professional, Dedicated
507-238-4481
mhunter@fairmont.org